

MICHIGAN AERONAUTICS COMMISSION

Minutes of Meeting
Lansing, Michigan
November 12, 2014

Pursuant to Section 31 of Act 327 of the Public Acts of 1945, the Commissioners of the Michigan Aeronautics Commission, created by said act, met at the Aeronautics Building, 2700 Port Lansing Road, Lansing, Michigan, on Wednesday, November 12, 2014, commencing at the hour of approximately 9:00 a.m.

Members Present

Roger Salo, Chairman
Rick Fiddler, Vice Chairman
Pete Kamarainen, Commissioner
Russ Kavalhuna, Commissioner
J. David VanderVeen, Commissioner
Laura Mester, Designee – MDOT
BG Len Isabelle, Designee – MDMVA
Capt. Mike Caldwell, Designee – MSP
Scott Heather, Designee – MDNR
Dave Brickey, Legal Counsel
Mike Trout, Director

Members Absent

None

Staff Present

Dave Baker
Judy Baker
Tara Ball
Matt Brinker
Randy Coller
Tera Fricke
Rick Hammond
Tom Krashen
Chip Kraus
Pauline Misjak
Mark Noel
Steve Schultz
Ralph Sims
Mike Soper
Anu Taneja
Rachelle Thorn
Mary Kay Trierweiler
Juan Zapata

Also Present

Mike Borta, QoE Consulting
Mike Bown, Trillion Aviation
Bryan Budds, Aircraft Owners and Pilots Association
John Ewing, Brighton Township
Brad Frederick, Recreational Aviation Foundation
Mike Frezell, MDOT, Office of Communications
Eric Jaroch, Roscommon County Airport
Phil Johnson, Gerald R. Ford International Airport
Bob Leisenring, Mead & Hunt
Ron Ludema, West Michigan Regional Airport
Kent Maurer, Jackson County – Reynolds Field
Ciara Peterson, Western Michigan University
Greg Robinson, West Michigan Regional Airport
John Strehl, Antrim County Airport



I. OPENING REMARKS

The November 12, 2014 Michigan Aeronautics Commission (Commission) Meeting was called to order by Chairman Roger Salo at 9:00 a.m.

Chairman Salo welcomed all those present. In honor of Veterans Day, he asked that all veterans please rise. Several men and women stood and received a standing ovation. The Pledge of Allegiance was immediately cited by all.

Roll call was taken. All were present.

II. COMMISSION BUSINESS

A. Chairman Salo asked if there were any revisions to the minutes of the meeting on September 10, 2014. There were none. He entertained a motion and support to approve the minutes. The motion was moved by Commissioner Dave VanderVeen and supported by Vice Chairman Rick Fiddler to approve the minutes as written. **All voted in favor.**

B. The proposed Michigan Aeronautics Commission 2015 meeting schedule was reviewed and discussed by the Commission. The meetings scheduled for the months of January March, July, and November will be held in the Aeronautics Auditorium in Lansing, with March being a joint meeting with the State Transportation Commission. The meeting scheduled for May is proposed to be off site. All options will be considered, and a location will be determined at a later date. The meeting scheduled for September will be held in conjunction with the Michigan Association of Airport Executives Fall Conference at Crystal Mountain in Thompsonville, Michigan.

Chairman Salo asked if there were any revisions to the draft schedule. Hearing none, he entertained a motion to approve the schedule as written. The motion was moved by Commissioner Pete Kamarainen and supported by Vice Chairman Fiddler to approve the schedule for 2015. **The motion was passed unanimously.**

C. Chairman Salo asked Mr. Dave Baker to present the airport sponsor contracts.

1. Lenawee County Airport, Adrian
2. Atlanta Municipal Airport, Atlanta

Commissioner Scott Heather suggested for the Office of Aeronautics to reach out to Mr. Cody Stevens, Unit Manager, Department of Natural Resources Field Office in Atlanta, for assistance in the removal of trees.

3. Huron County Memorial Airport, Bad Axe
4. W. K. Kellogg Airport, Battle Creek
5. Southwest Michigan Regional Airport, Benton Harbor
6. Cheboygan County Airport, Cheboygan
7. Detroit Metro Wayne County, Detroit



8. Detroit Metro Wayne County, Detroit
9. Willow Run Airport, Detroit
10. Coleman A. Young Municipal, Detroit
11. Grosse Ile Municipal Airport, Detroit/Grosse Ile
12. Gladwin Zettel Memorial, Gladwin
13. Memorial Airpark, Grand Haven
14. Hastings City/Barry County Airport, Hastings
15. West Michigan Regional Airport, Holland
16. West Michigan Regional Airport, Holland
17. DuPont – Lapeer Airport, Lapeer
18. Monroe Custer Airport, Monroe
19. Owosso Community Airport, Owosso
20. Mackinac County Airport, Saint Ignace
- Supplemental Transfer Requiring Action**
21. Romeo State Airport, Romeo

Chairman Salo asked if there were any further comments or questions on the 21 sponsor contracts. Hearing none, he entertained a motion and support to approve the contracts. The motion was moved by Vice Chairman Fiddler and supported by Commissioner Kamarainen to approve the contracts. **All voted in favor.**

A list of the sponsor contracts can be viewed in full on the Michigan Aeronautics Commission web page at www.michigan.gov/aero under QuickLinks.

Mr. Baker presented two additional supplemental transfers: Sawyer International Airport, Marquette and Romeo State Airport, Romeo. He explained the background and process for each transfer. **No Commission action required.**

Chairman Salo thanked Mr. Baker for his report.

- D. Chairman Salo asked Mr. Steve Schultz to present the contract renewals.

Automated Weather Observation System (AWOS) Maintenance

1. Charlevoix Municipal Airport, Charlevoix
2. Dupont – Lapeer Airport, Lapeer

Mr. Schultz presented and provided information regarding the two renewals.

Chairman Salo asked if there were any further comments or questions on the two contract renewals. Hearing none, he entertained a motion and support to approve the contracts. The motion was moved by Commissioner VanderVeen and supported by Commissioner Russ Kavalhuna. **All voted in favor.**

- E. Chairman Salo asked Director Mike Trout to present the Michigan Association of Airport Executives Fiscal Year 2015 Training Contract.



Director Trout presented information and reported on the Michigan Association of Airport Executives (MAAE) 2015 Training Contract. The contract will provide a grant for the conduct of workshops, training programs, seminars, and conferences. These events are intended to support the education and training of airport managers and staff throughout Michigan. In addition, the grant will help support student scholarships for those pursuing an aviation-related education. State funding will enhance the existing scholarship program available through MAAE. This award results in an investment of \$22,000 from the Michigan Department of Transportation and \$2,000 from MAAE, for a total of \$24,000.

This contract will be effective from the date of award through September 30, 2015, which will include supporting MAAE's 2015 annual winter and fall conferences.

Funding Breakdown:

	<u>State Funding</u>	<u>MAAE Contribution</u>	<u>Total</u>
Workshops, Training Programs, Seminars, and Conferences	\$21,000	\$1,000	\$22,000
Scholarships	\$ 1,000	\$1,000	\$ 2,000
	\$22,000	\$2,000	\$24,000

Chairman Salo asked if there were any further comments or questions on the MAAE proposed 2015 training contract. Hearing none, he entertained a motion to approve the contract. The motion was moved by Commissioner VanderVeen and supported by Commissioner Kavalhuna. **All voted in favor.**

III. REPORTS

A. MAC Director's Report

Chairman Salo asked Director Trout to give his report.

Director Trout began his report by providing updates on the following:

Legislation

- The Office of Aeronautics (Aero) is working with the department on a multi-modal package, with hopes for some action on the overall transportation funding package. Aviation's part is smaller and secondary to the larger \$1 billion or more for the road and bridge portion of the package. Director Trout stated that the funding packages are getting some attention, and there are encouraging signs as to how this will all turn out for Michigan.



- Director Trout stated that Aero is working on revisions to the Tall Structures Act, addressing the Meteorological Evaluation Towers (MET) issue. The Commission will most likely see an update in January.
- He spoke about the Federal Aviation Administration's (FAA) Final Policy on the use of Aviation Fuel Tax Revenue. This is a clarification related to the use of proceeds from state or local taxes on aviation fuel. Aero is evaluating the policy in regard to potential impacts for Michigan. We will see more on this in the near future.

Safety Management System

- Director Trout provided an update on Aero's Wildly Important Goal (WIG) for 2014, which is to bring up-to-date the Safety Management System (SMS) in accordance with IS-BAO (International Standard for Business Aircraft Operations) standards and to complete the work by the end of the year. The WIG Team has been meeting every week to move the various elements of this project along. Thus far, the team has updated the flight operations manual, which includes a new emergency response section. The flight operations manual was submitted to a consultant for review and recommendations for consistency with IS-BAO standards. The team is in the process of revising the manual to address those issues. He stated that work continues on the training manual, and a maintenance manual is included in the SMS update, as well. Director Trout recognized and commended the team for their hard work in moving this project along. The WIG Team consists of the following staff members: Rick Hammond, Anu Taneja, Rick Carlson, Tom Krashen, Matt Brinker, Tera Fricke, and Tara Ball.

Innovation

- Director Trout talked about the new online aircraft registration payment website. Aircraft owners can now go online to pay their registration renewals. He commended and thanked Aero staff member Rachelle Thorn for initiating and seeing this innovative project through.

Michigan Department of Transportation Five Year Transportation Program

- Director Trout spoke about the Michigan Department of Transportation (MDOT) Five Year Transportation Program, which consists of fiscal years 2015-2019. The plan lays out MDOT's strategic objectives for a multi-modal transportation system. The plan includes sections on all modes, including aviation. It is an important document, highlighting a strategic investment approach and the innovations the department is utilizing to find efficiencies. The State Transportation Commission will consider the approval of this program, and the approved document will be available online. Director Trout stated that there is potential for some real exciting things to be happening in the next five years.

Recent Events

- Director Trout reported that the Teacher Workshop was a great success and thanked Aero staff members Rick Hammond, Tera Fricke, Tom Krashen, and John Orban for all of their hard work and participation. He stated that the workshop is a very



worthwhile event to educate teachers on the benefits of aviation and the importance of an aviation curriculum in supporting STEM (Science, Technology, Engineering, and Mathematics).

- He spoke about Willow Run Airport's Rededication of Runway 5R/23L and the Yankee Air Museum's Purchase Ceremony for the Willow Run Bomber Plant, both held on October 30, 2014. FAA is proud of the fact that the \$36 million project was done primarily with discretionary grants, in which the State of Michigan did participate at a very high level with nearly \$1 million over the two phases of the project. Director Trout stated that it was a great event with the WW2 B-17 aircraft taking off and landing on the new runway.

The second half of the event was dedicated to the Bomber Plant. The old assembly plant has been completely demolished except for a small portion that is going to be reserved for the Yankee Air Museum. Funds were raised to keep the building, but they still have a long way to go in collecting funds to put the museum together. A special announcement was made that the name of the museum will be changed to "National Museum of Aviation and Technology at Historic Willow Run." For those who are interested in learning more about the museum, please visit www.savethebomberplant.org.

- Director Trout announced that on September 8, 2014, Samantha Kavalhuna was born and is doing well. Congratulations went out to Commissioner Kavalhuna and his family.

Upcoming Event

- The Michigan Airport Conference is scheduled for February 18-19, 2015, at the Kellogg Hotel and Conference Center in East Lansing. We have a good agenda which includes updates from MDOT and FAA, general aviation roundtable discussions, an update on the new AIP Handbook, as well as a session on unmanned aerial systems. There will be a luncheon keynote of which the Governor has been invited to speak. There will also be a panel discussion with the National Business Aviation Association (NBAA), National Association of State Aviation Officials (NASAO), and Aircraft Owners and Pilots Association (AOPA) to talk about current and future aviation topics. A legislative session and awards luncheon will be a part of the conference as well.

Recognitions

- Carol Aldrich and Betsy Steudle, Office of Aeronautics, will receive the President's Award for Aviation from the American Association of State Highway and Transportation Officials (AASHTO) at AASHTO's annual meeting in North Carolina on November 23, 2014. Both are being honored for their part in developing and implementing the AeroPM software application, now being used as the primary program management tracking system for statewide airport projects. Congratulations Carol and Betsy!



- Kelly Crannell, Office of Aeronautics, is one of 16 MDOT employees chosen to attend the 2015 Good Government Leadership Fitness Training. This is a statewide program that gives folks the opportunity to build their skills in support of Good Government by focusing on the critical leadership dimensions of people, quality, and organizational growth. The training program has hosted over 175 leaders from across state government. Training includes four full-day sessions conducted once per month for four months. Congratulations Kelly!
- Bill Gehman, former Deputy Director of MDOT's Bureau of Aeronautics and Director of the Michigan Aeronautics Commission, was elected to MDOT's Hall of Honor. The Michigan Transportation Hall of Honor is a permanent display in the Murray D. Van Wagoner Transportation Building in Lansing. It was established in 1971 to honor individuals who have made outstanding contributions to transportation in Michigan. Members are elected by a committee representing a wide range of transportation industry organizations. Bill is one of six being inducted during a luncheon ceremony today at the Lansing Country Club. Congratulations Bill!

Director Trout reported that as part of the air service grant program, Aero has been working with the MDOT Sign Shop on putting up "Welcome to Pure Michigan" signs. He displayed a photo of a sign located at Delta County Airport in Escanaba. There are a dozen or more of these signs going up at airports around the state.

Chairman Salo thanked Director Trout for his report.

Director Trout's report can be viewed in full on the Michigan Aeronautics Commission web page at www.michigan.gov/aero under QuickLinks.

- B. Chairman Salo asked Commissioner Kamarainen to give his report on the General Aviation Committee.

Commissioner Kamarainen began his report by stating that the General Aviation (GA) Committee meeting in October centered on the Teacher Workshop, which took place on Saturday, October 18, in the Aeronautics Building. Even though registration for the event was slightly down from last year, it was a great workshop. He recognized the GA Committee for organizing the workshop, specifically Karl Klimek who was the point person on the project and who gave an outstanding presentation. Mr. Klimek was interviewed on WJR's "The Frank Beckman Show." Mr. Beckman indicated that the workshop was a good value at \$25 for two people with all of the education opportunities, airplane rides, and lunch. Commissioner Kamarainen thanked Tera Fricke and Rick Hammond for their hard work and participation. He thanked Amy Kienast from Women in Aviation International for providing the keynote. Ms. Kienast did a great job. To increase attendance, the GA Committee is thinking about taking the Teacher Workshop on the road, going to where the teachers are and linking with a couple of other STEM organizations in the state, namely Michigan STEM Partnership and MiTech.



Commissioner Kamarainen stated that the GA Committee will continue to promote STEM Aerospace in the state. The committee would like to have Private Pilot Ground School offered to 11th grade students, along with a 10th grade Intro to Aerospace Class for a science credit.

Also, the committee will continue to work towards getting North Fox Island opened, as well as discussing a Michigan Pilots Organization within the state. The next GA Committee is scheduled for December 17.

Chairman Salo thanked Commissioner Kamarainen for his report.

- C. Chairman Salo asked Commissioner Kavalhuna to give his report on the Air Service Committee.

Commissioner Kavalhuna provided a summary regarding the contract with Trillion Aviation (Trillion) to provide air service development assistance to the Air Service Committee and Aero. Mike Bown of Trillion completed Phase I of the Air Service Development Contract work scope. The phase included development of traffic forecasts and catchment area studies for Category II and III airports (as defined in the Policy Plan for Michigan Air Service).

Following today's Commission meeting, Mr. Bown will meet with the Air Service Committee to brief them on results of the forecasts and analyses. Project Manager Matt Brinker will discuss next steps, including sessions to be held with airport sponsors to review their air service forecasts and discuss strategies for market development. These sessions are likely to be held in conjunction with the Michigan Airport Conference scheduled February 18-19, 2015.

Chairman Salo thanked Commissioner Kavalhuna for his report.

IV. COMMISSIONER COMMENTS

Chairman Salo asked if any of the commissioners would like to make a comment.

Commissioner Scott Heather announced that effective January 1, 2015, he will be retiring from state service, and today will be his last Commission meeting. Commissioner Heather stated that it has been an honor representing Department of Natural Resources (DNR) Director Keith Creagh on the Michigan Aeronautics Commission. He stated that it has been his privilege to be able to work with such fine folks. Commissioner Heather has learned a lot and was able to take back information to help his department. He thanked Director Trout, commending him and Aero staff for all of their hard work throughout the years. Commissioner Heather stated that he has nothing but the highest praise for Director Trout and his staff. It has been a privilege working with everyone.

Commissioner Heather introduced Kevin Jacobs as his replacement. Mr. Jacobs is a graduate from Andrews University with a Bachelor Degree in Technology-Aviation. His license and



ratings are airline transport pilot, certified flight instructor, Cessna citation type rating, airframe and power plant technician, with inspector authorization. Mr. Jacobs has 24 years of experience in aviation including 15 years as a pilot and mechanic with DNR. He is Director of Maintenance for Part 135 and is currently one of DNR's maintenance technicians. He is a flight instructor and corporate pilot. He has served as a faculty member at Andrews University teaching flight and maintenance and served as acting chair and airport manager for Andrews University's Aeronautics Department. Commissioner Heather stated that, on a personal note, Mr. Jacobs is one of the finest individuals he knows.

Commissioner Heather gave thanks for the opportunity to serve on the Commission and wished everyone the very best. On behalf of the Commission, Chairman Salo thanked Commissioner Heather for all of his hard work and wished him all the best in his retirement. All those present showed their appreciation for Commissioner Heather by giving him a round of applause.

There were no other comments.

V. PUBLIC COMMENT

Chairman Salo asked if anyone would like to make a public comment.

Mr. John Ewing from Brighton Township expressed his concerns at Brighton Airport. He provided copies of a letter of explanation to the Commission and asked that his concerns be treated as safety issues.

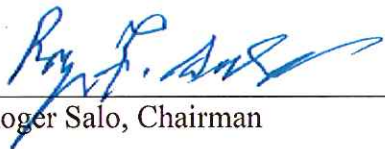
Chairman Salo thanked Mr. Ewing for his comment.

There were no other public comments.

CLOSING

Chairman Salo added thanks to Aero staff and commended them for their great work and a job well done. In closing, Chairman Salo wished everyone a safe and happy Thanksgiving.

The meeting was adjourned at 9:50 a.m. The next Commission meeting is scheduled for January 21, 2015, 10:00 a.m., Aeronautics Auditorium, 2700 Port Lansing Road, Lansing.



Roger Salo, Chairman



Michael G. Trout, Director

Dated: 1-21-15

